

Ken Charles
Town Manager
Dolores, Colorado
970-882-7720-O
970-759-0016-C
manager@townofdolores.com

Re: Proposal for Affordable Housing Planning Services

Dear Mr. Charles,

I would like to take this opportunity to personally thank you for selecting Rural Homes, LLC in the RFQ for the Town of Dolores Attainable Housing Project. I am very enthused to offer you this proposal for Affordable Housing Planning Services. As you know, Rural Homes has a sincere commitment to developing affordable housing for 60-120% AMI in Norwood, Ridgway, and Ouray. We look forward to moving your vision for Dolores towards reality.

I am very pleased to submit this Agreement for Professional Services and to providing you with planning and design services.

I look forward to your review of this proposal and would be pleased to provide greater detail as you feel necessary. I look forward to hearing from you at your earliest convenience.

Sincerely,
Paul Major, Manager
Rural Homes, LLC

Agreement for Professional Services

This Letter Agreement, therefore, is entered into between Rural Homes, LLC and The Town of Dolores (hereinafter referred to as "Client"), owner or reputed owner of the services to be benefited by Rural Homes, LLC. as described below.

Project Understanding

This contract includes the design and planning for an affordable housing project site for client. This scope of work includes the analysis of land parcels that could be donated for affordable housing, a proposal and framework to select a site, the coordination of Environmental Engineering Phase 1, Geotechnical Engineering Soil Study, Schematic Civil Engineering, and an Existing Conditions Survey.

Rural Homes, LLC will work with the Dolores Affordable Housing Task Force, Planning and Zoning Commission, Elected Officials and staff to develop the scope of services described below. This includes attending meetings and providing materials as needed. Rural Homes will assist the Task Force with the development of a property Deed Restriction and other yet to be defined documents.

Scope of Services

Phase 1 – Site & Code Analysis Briefing (\$2100):

Prior to hiring any subconsultants, the work begins by weighing pros and cons of all four available development sites. Factors to be considered and documented include *transportation and site access, existing utilities, existing utility capacity, solar orientation, viewsheds, walkability, budget, and potential development density*. This initial briefing packet will consider the Town of Dolores' Land Use Code and provide an analysis of zoning & the Town's dimensional standards. The analysis phase will include up to two meetings and discussions with the clients Affordable Housing Committee (hereinafter referred to as "Committee") to select a site to proceed with. Phase 1 will conclude with the determination of the most appropriate site(s) for development.

Phase 2 – existing conditions documentation (\$26,665):

Rural Homes, LLC will go under contract with sub-consultant including and not to exceed (1) SME Environmental Engineers (2) Goff Civil Engineering and (3) Lambert Geotechnical Engineering to order tests including and not to exceed (1) Phase 1 Environmental Site Assessment (2) Existing Conditions & Topographic Survey (3) Soils Report (4) Schematic Site Plan

Environmental Scope would include a Phase 1 ESA that is fully compliant with ASTM Standard Practice E1527-13 ("Standard") which shall include a contract environmental database search, historical research of the property back to first developed use or 1940, an on-site inspection, interviews with current owners and occupants, and conclude with a final report detailing the presence or absence of Recognized Environmental Conditions.

Geotechnical Report would likely summarize engineering suggestions and recommendations for foundation design of the proposed housing project that could include viable foundation types, allowable bearing pressures for design purposes of the foundations, potential settlement for the conditions encountered, soil swelling characteristics, and additional general recommendations for design and construction.

Civil Scope would include conceptual design of vehicular and pedestrian circulation system for the project including roadway plan, profile, cross section sheets, schematic design of utilities serving the parcels, estimated location and size of regional stormwater attenuation and treatment facilities.

Phase 3 – Town of Dolores Land Use Application (\$3000):

Rural Homes, LLC will develop and submit a sketch plan proposal for an Affordable Housing Project using the compiled existing conditions information. The sketch plan proposal will include: a site plan, project renderings, and a project development budget.

Estimated Fees and Project Duration

The estimated fees for this project are shown in Attachment 'A' and represents a maximum cost to the client to complete the project phases. Phase 1 & Phase 3 will be billed upon completion of each project phase. Phase 2 will be billed 25% once Rural Homes, LLC has gone under contract with all sub-consultants and the remaining 75% will be billed once each sub-consultant has published their deliverables for Rural Homes, LLC and the client's review and use. Phase 1 will begin immediately upon signature of this agreement and receipt of a 10% deposit (\$3,176.50). The schedule for completion will be coordinated with the client and agreed upon by both parties.

X Ken Charles 12-9-22

Ken Charles
Dolores Town Manager

X _____

Paul Major
Rural Homes, LLC. Paradox Community Trust

